

911 Board Meeting June 28th 2: PM Dover Police Dept.

Meeting called to order by Secretary Robert Coupe

Members present:

Secretary Robert Coupe. James Collins, Michael Vincent, Lewis Briggs, Edward Marecki, Dave Roberts

Staff Present- DAG: Ken Feaster, 911 Administrator: John Gilliams, GIS Coordinator: Matt Laick

At 2:05pm Secretary Coupe welcomed all attendees.

Secretary Coupe requested approval of the minutes from the April 5th E911 board meeting. Ed Marecki motioned to approve minutes, seconded by Lewis Briggs

2018 Expense Report-Administrator Gilliams presented to the board the 2018 E911 expense report. Total payment to vendors was \$4,718,537.04. Total paid to counties for pass-through \$2,259,727.80. Rent for DSP totaled 244,285.92. 2018 Projects totaled \$658,900.00. E911 office expenses totaled \$223,200.00. The E911 fund was left with a surplus of \$1,045,493.37. Board had no questions or concerns regarding the 2018 E911 budget.

(New Business- Ed Marecki recommended that the board consider rotating the meeting locations for the E911 board meetings. The board agreed to begin rotating the meeting locations moving forward.

Administrator John Gilliams requested approval for an annual office budget of \$60,000.00. This budget will be utilized for all travel/office supplies/furniture for the fiscal year. This budget will allow for more efficient flow of operations for immediate purchasing needs and travel. Ed Marecki motioned to approve, seconded by James Collins.

Administrator Gilliams presented to the board the proposals to add two additional contract positions to the E911 office. The first proposed contract position proposed was a Technical Advisor. The Technical Advisor will report to the 911 Administrator. The Technical Advisor will manage the day to day CAD hardware requests and maintenance. They will supervise the two network engineers currently supporting the CAD infrastructure. The second contract position proposed was for a telephony engineer. The telephony engineer will report to the 911 Administrator. The telephony engineer will assist in managing the 3.4 million dollar West contract. They will be utilized to give consultation to improve the telephony currently utilized. They will also offer recommendations for continued progress in the develop of nexgen911. When telephony emergencies arise the telephony engineer will be asked to support the cause and remedy of any emergency issues. James Collins motioned to approve both support contract positions contingent that DTI review scope of work. Lewis Briggs seconded the motion.

911 Infrastructure Testing: Administrator Gilliams reviewed with the board the plans to engage in infrastructure testing of the 911 CAD system. The board agreed with the contingency that Sussex County's CAD system also be included in the infrastructure testing. Dave Roberts motioned to approve, seconded by Lewis Briggs

EPD Certifications-Joe Mulford and Kevin Sipple presented to the board the statewide EPD certification request, paid by the e911 board. The EPD certification will ensure that all DE 911 call takers will be following the same protocols when handling 911 calls. The EPD certifications will ensure standardized call taking throughout the state. Ed Marecki motioned to approve the statewide EPD certifications \$567,920.00 and recurring annual maintenance of \$48,000.00. Dave Roberts seconded the motion.

Administration Cloud lines-Administrator Gilliams presented to the board adding the administrative cloud lines for fold down purposes. Michael Vincent motioned to approve adding the cloud lines to the West service contract. Dave Roberts seconded the motion

Tyler in state support-Eric Burnson from Tyler informed the board that Delaware will have onsite support from Tyler on a fulltime basis. Eric Zaleski will be appointed by Tyler to be the Delaware Strategic Account Manager. Eric Zaleski will be providing exclusive support/training to the Delaware E911 CAD system.)

At 4:31 PM Secretary Coupe made a motion to adjourn. James Collins seconded the motion.